



CITY OF HOUSTON

Job Posting

Applications accepted from:	ALL PERSONS INTERESTED
Job Classification	SR. PUBLIC HEALTH INVESTIGATOR
Posting Number	PN# 111359
Department	Health & Human Services Department
Division	Disease Prevention and Control
Section	HIV/ STD Prevention
Reporting Location	8000 N. Stadium
Workdays & Hours	M – F, 8 a.m. – 5 p.m.*
	*Subject to change

DESCRIPTION OF DUTIES/ESSENTIAL FUNCTIONS

Performs disease intervention activities relating to the control of communicable disease among residents of the city. Assists Public Health Investigator Supervisor in the training of new Public Health Investigators and other personnel involved in disease intervention activities relating to the Communicable Disease Control Program.

CORE FUNCTIONS

- Performs STD client interviews, cluster interviews and prevention counseling sessions.
- Performs field investigations to notify patients at risk of developing HIV/STD infections.
- Provides technical leadership to lesser-experienced DIS.
- Responds to the public's need for information on HIV/STD.
- Enter data properly into STD*MIS (Sexually Transmitted Disease Management Information System).
- Complete all epidemiological and non-epidemiological paperwork appropriately.

WORKING CONDITIONS

The position is physically comfortable; the individual has discretion about walking, standing; etc.

MINIMUM EDUCATIONAL REQUIREMENTS

Requires a Bachelor's degree in Social Sciences, Physical Sciences, Public Health or a closely related field.

MINIMUM EXPERIENCE REQUIREMENTS

One (1) year of experience in the public health field is required. Pertinent professional experience in the public health field may be substituted for the above educational requirement on a year-for-year basis.

MINIMUM LICENSE REQUIREMENTS

Must have a Valid Texas Driver's license in compliance with the City of Houston's policy on driving (AP 2-2).

PREFERENCES

Preference will be given to applicants with prior public health and/or HIV prevention experience.

SELECTION/SKILLS TESTS REQUIRED None

SAFETY IMPACT POSITION ☒ Yes ☐ No

If yes, this position is subject to random drug testing and if a promotional position, candidate must pass an assignment drug test.

SALARY INFORMATION **GRANT FUNDED POSITION**

Factors used in determining the salary offered include the candidate's qualifications as well as the pay rates of other employees in this classification. The salary range for this position is:

Salary Range - Pay Grade 16
\$1,145 - \$1,207 Biweekly \$29,770- \$31,382 Annually

OPENING DATE June 21, 2006

CLOSING DATE July 5, 2006

APPLICATION PROCEDURES

Original applications only are accepted and must be received by the Human Resources Department during posting opening and closing dates shown, between 9:00 a.m. and 4:30 p.m. at 611 Walker, 1st Floor. Successful candidates will be notified of their application status. **All new and rehires must pass a pre-employment drug test and are subject to a physical examination and verification of information provided.** TDD (Telephone Device for the Deaf) Phone Number (713) 837-9496.

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